

Every child counts



Every moment matters

BRITANNIA COMMUNITY PRIMARY SCHOOL



Welcome

to Britannia Community School



At Britannia, all members of our community strive to create a school which is welcoming and safe, and where all pupils and adults are valued and treat each other with care and respect.

Britannia is a successful, forward-thinking school with clear plans in place in order to accelerate pupil progress and improve the standards in teaching and learning. We aspire to be an Outstanding school committed to providing a learning environment which is both challenging and supportive.

The aim of our school is to ensure that each child fulfils their potential, and attains the best possible results in all areas of the curriculum. We value each and every child, and cater for a wide variety learning styles in our teaching.

We aim to develop positive self-esteem in our pupils, and the ability to work independently. We encourage our children to care for each other, and to respect and tolerate each other's viewpoints. We understand that all children are different and have different skills and talents. We celebrate those differences and value the richness of diversity it brings to the life of the school.

All the staff, governors and children work together to create a safe, stimulating and successful learning community, where everyone is valued and able to be the best they can be.

I hope this prospectus gives you a good sense of our daily lives at Britannia. More than this, I hope it encourages you to come and visit us to experience the warm welcome first hand, and the opportunity to share in the real sense of learning, purpose, family and community that it at the heart of our school.

Natalie Longstaff
Headteacher

Headteacher's welcome

Our school

Britannia Community Primary School is in the heart of Lancashire's Rossendale Valley. It was opened in 1928 as an Infant and Junior School for the Britannia area of Bacup.

We aspire to be outstanding and ensure that every child reaches their full potential.

The school is set in approximately three acres of mainly grassed playing fields. The original post-Edwardian building has had several extensions and improvements over the years, most recently a brand new classroom opened in September 2014. Our eight spacious, colourful and stimulating classrooms, library and multi-function room enable all our 211 children to be taught in an enriched, lively environment.

At the heart of the school is a bright Resource Area, which provides additional work areas and a central hub for teachers and children.

Britannia offers Primary Education to children aged 4 to 11 years with single form entry. At the end of Year Six (when children reach the age of 11), pupils transfer to Secondary Education. The school has good



links with and access to successful secondary schools, which provide the highest level of educational standards. Furthermore, we are in Zone 1 for Bacup and Rawtenstall Grammar School admissions.

Central to the school's sustained success is a team of qualified and highly skilled staff who deliver a creative curriculum that is wide ranging and with real depth. Teachers use every opportunity to deliver lively and engaging lessons to ensure children receive the very best education possible.

The school's excellent facilities and dynamic teaching ensure every child can achieve to their full potential.

The core subjects

English

In English, we work with the children to develop their ability to communicate effectively in speech and writing and to listen to others with understanding.

Reading is taught using a systematic synthetic phonics approach. This begins on entry to school with discrete, daily sessions throughout Key Stage 1 and continues to be developed into structured guided reading sessions throughout KS2. We support and encourage children to become enthusiastic, fluent and responsive readers who can learn and gain pleasure from the written word.

Writing is an essential skill for all of us and English lessons at Britannia include attention to grammar, spelling, punctuation and handwriting. Children know the qualities we are looking for in their work and they are given opportunities to evaluate and reflect so that they are able to take ownership of their learning. We believe in giving clear feedback to our children so that they know when they have succeeded and what they need to do to improve even further.

Mathematics

A high priority is given to the teaching of Mathematics through daily lessons. Children develop and apply their knowledge and skills in order to analyse and communicate information and ideas and to tackle a range of practical tasks and real life problems.

We encourage the enjoyment of mathematics through practical activities which feature strongly in our curriculum as a means to develop conceptual understanding.

We also see an essential place for routine practice and exercises to consolidate rapid recall of number facts.

The key areas of number, geometry, algebra, measurement and statistics are embedded across the curriculum.

Science

Our children are curious about scientific phenomena and we use 'wow' science to engage children in their learning and development of skills.

Lessons are often practically based to give the children the opportunity to consider ideas for themselves hands-on. They are encouraged to develop and demonstrate hypotheses as well as presenting work in a creative manner. Speaking, listening and collaboration are fostered throughout the science curriculum as teamwork is an integral part of school life.

The key elements of the curriculum are: working scientifically; life processes and living things; materials and their properties; and physical processes.

Foundation subjects

Computing

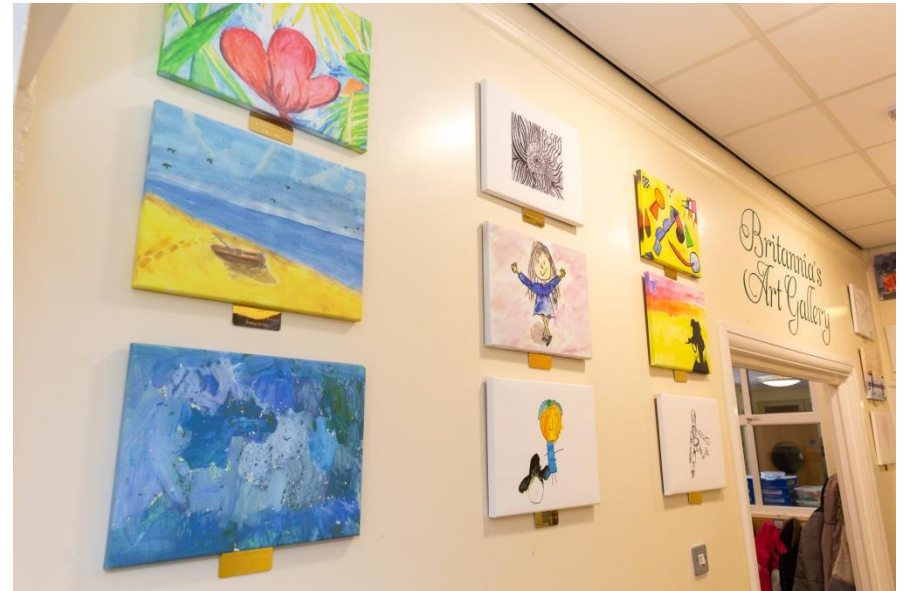
Our aim is to create a new generation of computer scientists, for example by getting children writing simple apps and games in Key Stage 1, and correcting errors ('de-bugging') in Key Stage 2. At Britannia, we have a class set of I-Pads which can be transported to classrooms for Computing lessons and research, laptops and chromebooks for research, interactive screens and class computers so children quickly become familiar with the use of ICT in many contexts. Children follow our e-safety rules to ensure they are prepared for safe use of the internet both inside and outside of school.

Design Technology

Children love to make things that work. We encourage pupils to think creatively in order to solve problems or address needs and strive to make DT exciting, inventive and fun. The children develop practical skills, an appreciation of good design and an awareness of safety issues.

Music

We offer all our children the opportunity to enjoy and understand music. This powerful form of communication promotes confidence. It enables personal expression, reflection and emotional development. Active involvement in school of different forms of music making develops a sense of togetherness and identity. We have musical assemblies, an annual production, and peripatetic teachers of violin, keyboards, brass, flute and clarinet as well as wider music learning opportunities for all classes during the school year.



An enriched and varied curriculum at Britannia promotes each child's awareness of the world around them.

Foundation subjects

Art and Design

Art at Britannia offers opportunities for our pupils to develop understanding of colour, form, texture and pattern. The curriculum includes drawing, painting, textiles, printing, sculpture, collage and digital media.

PSHE

Personal, Social and Health Education at Britannia School helps our pupils develop knowledge of the world, society and themselves. The SRE (Sex and Relationships Education) programme is part of PSHE and is tailored to the age, physical and emotional maturity of the children. We regularly welcome specialists into school to discuss different aspects of the PSHE curriculum to further enhance the classroom teaching and once a year the 'Life Education' bus visits school to facilitate learning regarding relevant issues.

Religious Education

RE forms a part of the normal classroom curriculum and incorporates comparisons between a rich variety of world religions, creeds and customs.

Our school assemblies and RE lessons are of a broadly Christian nature in accordance with the Education Reform Act. Any parent, however, has the right to withdraw their child from any religious worship.

Modern Foreign Languages

Spanish is taught weekly across KS2. The lessons are fun and interactive, with children having the opportunity to take part in speaking and listening activities, drama and computer activities.



Britannia encourages every child to 'open the door to opportunity' through our creative learning methods.

A sense of adventure

The children at Britannia take part in a variety of extra curricular activities that are vital in developing confidence and self esteem, improving team skills, individual achievement and simple, pure enjoyment.

From the woodland walks through our school grounds to the class trips to local quarries or areas of natural interest, opportunities for learning outside the classroom are an essential part of Britannia School's education.

We are developing ideas around a Forest School to take advantage of the fantastic outdoor space and learning opportunities we have on site at school.

Our Year 6 children have the opportunity to experience a residential visit to Robinwood, which provides them with a range of personal challenges aimed at developing teamwork and resilience.

“Britannia is a real community. My children love coming to school every day!”

Parent comment



Throughout a child's education at Britannia, we aim to develop key values and qualities, such as resilience, co-operation and teamwork.

Sporting success

Sport forms an important part of the busy, daily life of Britannia and pupils are offered the chance to participate in a wide range of physical activities.

Physical Education

P.E. is a vital component of school life at Britannia. The school aims to provide children with a range of sporting activities through the school curriculum and extra curricular clubs which include football, rounders, netball, cross country and athletics.

Britannia School sees sport and physical activity as fundamental to our children's physical and emotional development and health.

We have a large playing field marked which can be used for football, rounders and athletics plus much more. We have a running track around the field which can be used during the school day, as well as before and after school by families. We also have a netball court marked on the hard surface area.

We believe we offer a balance of individual, team, cooperative and competitive activities that often carry over into after-school events and tournaments.

The Rossendale Leisure Trust team and our involvement in the Rossendale School Sports Partnership currently enrich our P.E. curriculum with specialist coaching in a wide range of areas and access to many competitions, events and festivals.



All our children are encouraged to participate in sports which we believe is fundamental to their physical and emotional development.

Special Educational Needs

Despite the class teachers' support and differentiated planning, some children have difficulty in learning and have special educational needs (SEN).

If this happens, Britannia School provides additional help and support to ensure children with SEN to make good progress. We use the *SEN Code of Practice* as a basis for organising our SEN provision. We will discuss this with parents and devise an individual learning plan for the child. Parents are invited to termly meetings alongside the SENCo and the class teacher, to review progress and set new targets.

If, despite this help, we are still concerned that a child is not making expected progress we will increase the help given to that child. We may ask for advice from outside agencies, but we will continue to use the individual learning plans though they may be more detailed. This is called School Action Plus.

In a small number of cases where a child meets the LEA criteria for action, we will, with the full agreement of parents, refer them to the LEA so that they can consider making a full diagnostic assessment.

For pupils who have a statement of special educational needs, the school will hold a statutory review meeting at least once a year.

The education of more-able pupils at Britannia is achieved through the delivery of a more challenging curriculum; this could involve more

challenging tasks, extended differentiation or extra curricular provision.

Further details can be found in the school's SEN policy which is available from the school.

Should a parent or carer have concerns about the progress of their child, they should discuss these with the class teacher. Complaints about the school's special educational needs provision should be discussed with the Headteacher. In the unlikely event that the Headteacher is unable to resolve the complaint, then the parent should write to the school's SEN Governor.

"Pupils who have special educational needs and/or disabilities and disadvantaged pupils make good progress. Their learning needs are well recognised and well-tailored support is provided." **Ofsted January 2017.**



A fundamental value at Britannia is to ensure that each child, regardless of abilities, maximises their potential.

Parents Association



Parents are encouraged to become active members of the organising committee which works for the benefit of children at Britannia.

Upon joining Britannia, parents automatically become members of the school's Parents, Teachers and Friends Association (PTFA).

A variety of social events for both adults and children are held throughout the school year and include fairs, Easter Bingo, discos and raffles.

The money raised through these activities have, in recent years, allowed the school to purchase additional resources and extra treats for the children, for example the PTFA helped fund a cooking trolley and playground facilities.

We encourage family involvement in these events, and believe that the home/school relationship is strengthened as a result. It offers parents the opportunity to mix socially with other parents and staff, who at other times find it difficult to meet.

For more details about how can become involved with the PTFA, contact the current Chair, Pam Middlebrook, through school (01706 874447).



A strong sense of community is developed by Britannia's active PTFA which benefits the home/school relationship.

Parent Partnerships

Britannia School welcomes the active involvement of its parents in school life.

Britannia successfully operates a scheme to actively encourage parental involvement in school. Parents who are prepared to give regular time each week, or for a one-off visit, are welcome to help a class teacher in specific areas of the curriculum.

This may involve sharing books with individuals or groups of children, art and craft or other practical activities.

Please contact your class teacher or the Headteacher for more details of how you can be involved with the Parent Partnership scheme.

We also have an active Parents' Panel which consists of a group of parents who regularly meet once a half term to discuss school improvement alongside the Senior Leadership Team.

“Britannia is an inspiring place to be and we have special days that are lots of fun. We have lots of opportunities at our school.”

Pupil comment



Parental involvement in daily school life is actively encouraged to utilise the skills of our community.

The school day

Hours of attendance (this varies across the school – this is a guide to a day at Britannia)

Morning

08:45 to 08:55hrs Doors open and children come into school

08.55 to 10.15hrs Registration and 1st session

10.15 to 10.40hrs Guided reading/Phonics

10:40 to 10.55hrs Play time

11.00 to 12.15hrs 2nd session

Afternoon

13.15 to 14.10hrs 3rd session

14.10 to 15.10hrs 4th session

15.10 to 15.25hrs Novel time

School cannot be responsible for children who arrive before 08.45hrs. In the interests of health and safety, we ask that children do not play on the Trim Trail in the Junior yard or in the Reception play area before or after school.

The 'play-park' adjacent to the school grounds is not school property and it must be clearly understood that we cannot be responsible for the welfare of the children who play there before or after school.



The school day is structured and stimulating where children quickly benefit from the clear routine.

Staying safe

Road safety

We try to keep vehicular traffic on the school drive to an absolute minimum, so we ask parents and carers not to drive through the school gates before or after school. Cars should park safely on Rochdale Road at the bottom of the school drive or on New Line.

The Police are keen to ensure that cars do not park on the yellow lines on either side of the busy main road.

Road Safety Education is taught within the school, but your child's best road safety teacher is you!

We have a School Crossing Point at the gates. We encourage you to use this safe point to cross the road.

Accidents and illness

If your child is sick, please inform school by telephone as soon as possible on the day that they will be absent. Should a child be taken ill in school, parents will be informed as soon as possible. It is, therefore, important that emergency contact numbers are kept up-to-date.

Medicines

The school's medicine policy and protocols for administering medicines in school is available from the school office. If your child requires the administration of medicines, the relevant consent forms need to be completed for each course.

Dogs

Lancashire County Council regulations state that dogs are not permitted within school grounds (with the exception of Guide Dogs).



Out-of-school activities

Staff frequently volunteer to broaden or extend certain aspects of the school curriculum by organising clubs and groups. These may meet during lunch break or after school. Throughout the year we have a variety of clubs and activities including Games, Gardening, Sewing, Cookery, I.T., Rounders, Football, Netball, Choir, Multi-skills, Film and Homework.

Football, netball, swimming and cross country teams play in local leagues. In addition, there are Educational Outings, Concerts and Fundraising Activities.

School has music tuition in brass, violin, flute, clarinet, voice, guitar and keyboard from the Lancashire Schools Music Service. These lessons are available to KS2 pupils (juniors) within the school day, and paid for by parents.

The school arranges an outdoor education residential for Year Six pupils. The full cost of this is charged to parents.

Charges for school activities

The regulations with regard to charging for school activities are laid down by the 1989 Education Act and by Lancashire Education Committee. They state that:

Education provided by the school during school hours must be free of charge with the exception that a charge may be made for individual tuition in the playing of a musical instrument.

Schools may, however, invite voluntary contributions in support of any activity organised by the school, but the terms of the request must make clear that:

- there is no obligation to contribute, and
- pupils will not be treated differently according to whether their parents have made a contribution

Charges may be made for education, which falls outside school hours and is not provided specifically to fulfil statutory duties relating to the National Curriculum or to religious education. Participation in such activities (referred to as an 'optional extra') must be on the basis of a willingness to pay the charges made.



Britannia has a variety of extra-curricular activities to engage the children in extended learning opportunities.

Home/school agreement

Homework

The school has a homework policy appropriate to the age of the child. At the beginning of each school year, it will be clearly explained to the children what is expected of them for the year.

Parents will be given the information in writing. All school equipment should be carefully looked after at home and any which is lost or damaged other than accidentally, will have to be paid for.

Parents' Meetings

In early September, at the beginning of the school year, parents will be made aware of the organisation of the new class and of homework, PE and library timetables. Parents may wish to discuss issues with the new class teacher, in which case they should make an appointment. A formal Parents' Evening is held in the second part of the Autumn Term to discuss pupils' progress. A further Parents' Meeting is held in the Spring Term.

In the Summer Term, a formal written report is prepared for each child and parents may, should they wish, make an appointment to discuss this with the class teacher.

Please do not wait until a Parents' Meeting if your child has a specific problem. All members of staff are willing to discuss these matters at any time, and are pleased when parents show an active interest in their child's progress. It is wisest to make an appointment, however, when the discussion is likely to be prolonged.



Strong parent/teacher relationships are encouraged to foster an enriched learning experience.

Healthy eating

School meals

School meals are provided and cooked on the premises by our team of welfare staff and assistants. All children in Reception, Years One and Two are provided with a free school meal. For KS2 children, school lunches costs £2.30 per day. Lunch money is to be paid using our online system, Parentpay

If a KS2 parent thinks they could be entitled to free school meals, a form and further information is available from Rawtenstall Library or the Education Office, East Area Office, The Globe Centre, St. James Square, Accrington BB5 ORE or phone 01254 220502.

Snacks

Pupils may bring or purchase snacks at morning break time. The kitchen staff provide toast at a minimal cost, paid in advance using the online system, or children can bring a piece of fruit instead. A fruit scheme operates whereby all pupils in Reception, Year One and Year Two are given a piece of fruit free of charge each day. Sweets, chocolate and chewing gum should not be brought into school.

Sandwiches

Children who prefer to bring a sandwich meal are also accommodated but are asked not to bring drinks in glass containers such as bottles or vacuum flasks.



School Milk and Drinks

The children in Reception and Years One and Two classes have the opportunity to purchase milk for mid-morning break. Milk is ordered on a termly basis and money is payable the first week of every new term. Ask at the school office for details. Water is available throughout the day for all school children.

KS2 children are encouraged to bring in a bottle of water every day.

We actively promote healthy eating to develop children's awareness of positive lifestyle choices.

Pupil premium

What is Pupil Premium Grant?

The Pupil Premium Grant is extra funding given to schools by the government to support:

- Children of the armed forces families
- Children who are looked after by the local authority
- Children who have ceased to be looked after by a local authority in England and Wales because of adoption, a special guardianship order, or child arrangements order (previously known as a residence order)
- Children who are known to be eligible for Free School Meals

Principles

- To ensure that all children reach their full potential through outstanding teaching and learning opportunities.
- To close the gap between socially disadvantaged children and other children.

Actions/Practices

- The progress/welfare of all children are continually monitored by staff, but are done on a more formal basis during termly progress meetings.
- Appropriate interventions are then identified and implemented.
- Staff know the pupils in receipt of Pupil Premium Funding, are highly familiar with their needs and how they are being met.
- All pupil welfare issues are communicated to staff on a very regular basis via staff meetings.
- DSP in place, updated regularly and attends all CLA reviews and PEP meetings.

Pupil Premium 2020/2021 Provision

- Additional TA support to deliver personalised interventions.
- Small group tuition
- Provision of extra- curricular activities and external coaches.
- TA support to deliver group interventions.
- Additional resources to support children

How will impact be measured?

- Pupil progress meetings
- Discussions with families and children
- Attendance at after school clubs
- Tracking and assessment data
- Intervention records

	2020/21	2021/22
Total number of pupils	235	211
Total number of pupils eligible for Pupil Premium	47	42
Percentage of pupils eligible for Pupil Premium	20%	19.9%
Amount of Pupil Premium per pupil	£1,345 - £2,345	£1,345 - £2,345
Total amount of Pupil Premium received	£70,165	£74,255

Pupil Premium ensures children reach their full potential through outstanding teaching and learning.

Pupil premium

2021-2022

At Britannia School the Pupil Premium has been used for:

- Additional TA and teacher support to deliver personalised and group intervention programmes
- Provision of extra -curricular activities for children both in an out of school.
- Provision of social groups to develop social skills and skills such as resilience
- Additional resources/equipment such as new reading books to meet pupil needs.
- Tutoring for identified pupils in response to the Covid-19 disruption.
- Counsellor once a week to support the emotional wellbeing of pupils.



Impact of Pupil Premium

- Positive response from families and children who have access to the counselling sessions.
- Positive response from discussion with the children towards reading material in school and homework club.
- Social skill development.
- Attendance of Pupil Premium children was broadly in line with non pupil premium children (96.6%)
- Pupils in the EYFS made accelerated progress.
- 67% of Year 1 pupil premium passed the phonics check.



Pupil Premium closes the gap between socially-disadvantaged children and other children.

Staff and classes

Headteacher: Mrs Natalie Longstaff
 Deputy Headteacher: Mr David Toddington



Year	Teacher	Pupils			
Reception	Mrs Isherwood	29	HLTA	Mrs Taylor	
1	Miss Birch	30	Teaching Assistants L3	Mrs Broadbelt Mrs Kennedy-Greenwood Mrs Lord	Mrs Bromley Miss Nestor
2	Mrs Nuttall	29			
3	Miss Rothwell	31	Teaching Assistants L2	Mrs Ennis Miss Dawson	Mrs Wright
4	Miss Holmes	32	Business Manager Admin Support	Mrs Dempsey Miss Rickerby	
5	Mr Toddington	31			
6	Miss Connolly	29	Welfare	Miss Dawson Mrs Maggs Mr Smith	Miss Rickerby Mr Wilkinson
	Total	211			

"Teaching is good. Lessons are well planned and high expectations are evident."

Ofsted, 2017

The Governing Body

The Governors of Britannia are dedicated to maintaining high standards, challenging and supporting the management team to provide staff and pupils with a stimulating learning environment.

The governing body is made up of an experienced group of people with a wide variety of backgrounds and interests. This broad spectrum offers the school an invaluable and highly varied set of skills and experience.

The school's senior leadership team (SLT) works closely with the governing body, utilising its rich diversity of skills to provide children with the very best education possible. The governors play a vital role in the successful management of the school. Governors actively challenge and support the Headteacher and SLT in all areas of strategic school management.

The Governors are:

- Mr M Stemp (Chair of Governors)
- Mrs S Arif (Vice Chair)
- Mrs Natalie Longstaff (Headteacher)
- Mr David Toddington (Deputy Headteacher)
- Mrs Gillian Taylor
- Mr T.Simpson
- Mrs K Turner
- Mrs K Symcox
- Mrs S Smith
- Mrs R Lane
- Mrs D Wroe
- Mrs J Young
- Mrs S Peel
- Mr F Khattab



A diverse range of interests and backgrounds of the governors offers Britannia an invaluable set of skills and experience.



School results and statistics

Annual attendance

2020/2021 academic year

Attendance	Absence
96.8%	3.2%

Success and progress at school depend on regular attendance. Lateness or frequent half or whole day absences impair a child's progress and fosters a poor attitude towards school.

We would ask you to arrange medical or dental appoints outside of school hours or during lunchtime breaks. However, we are aware this may not always be possible. If a child has a medical appointment during school hours, parents should notify school in advance by letter, email, telephone call or personal visit.

An adult must collect any child leaving school for such an appointment. We must stress that shopping trips and hair appointments are not a valid reason for absenting a child from school.

An absence request form is available from the school office, however, any requests for holidays within term time will be recorded as an Unauthorised Absence.



Children with high attendance records achieve better results and have a positive attitude towards school.

Key statistics

Due to the disruption caused by Covid, the annual national assessments have not taken place in 2020 and 2021. This table shows the most recent end of Key Stage 2 assessment data, which took place in 2019.

Test results					
		<u>Percentage achieving each standard</u>			
		Percentage achieving the expected standard	Percentage achieving the higher standard	Pupils not entered	Pupils absent
Grammar, Spelling & Punctuation	School	80%	37%	0	0
	National	78%	36%		
Reading	School	70%	23%	0	0
	National	73%	27%		
Writing	School	77%	20%	0	0
	National	78%	20%		
Mathematics	School	90%	23%	0	0
	National	79%	27%		
Combined Reading, Writing and Maths	School	60%	17%	0	0
	National	65%	10%		

The number of eligible children is 30 Figures have been rounded

Britannia consistently helps children progress well during their time in school.



School policies and procedures

Uniform

The school has a compulsory uniform policy to ensure all pupils are well-presented during their primary school life. It also promotes a sense of pride and actively promotes a sense of belonging.

School colours are bottle-green sweatshirts or cardigans, white shirt, blouse or polo shirt and grey trousers, shorts or skirts for Reception through to Year Five. Our Year Six children wear a black sweatshirt or cardigan to identify them as our ambassadors and mentors to the rest of the school. All children are required to wear black school shoes. Trainers are not permitted as suitable school footwear. Only black, grey or white socks should be worn.

School-branded sweatshirts, cardigans and polo shirts are available from 'Ann's Childrenswear' in the centre of Bacup.

No jewellery, apart from studs for pierced ears, should be worn in school. Earrings are to be removed or covered for PE lessons.

PE and swimming are part of our school's curriculum and unless advised by a doctor, children are expected to take part. Parents are responsible for ensuring that children are correctly equipped for such activities.

For PE, children need pumps/trainers, green shorts and a green t-shirt with the school logo. These items should be kept in a PE bag, which should be suitable for hanging on a cloakroom peg. Children will also require warmer clothes for outdoor PE. Only non-marking trainers are allowed for PE in the hall.

The swimming pool requires boys to wear trunks and not swimming shorts and girls are to wear one piece swimsuits (no bikinis or tankinis). Hats are to be worn by pupils with long hair and a letter of consent is needed from parents for any child who wishes to wear goggles.

If for any reason a child needs to be excused from a swimming lesson a note of explanation should be sent to school. All items of clothing should be clearly labelled. If a child loses any article they should notify their class teacher immediately. All property, which is clearly named, can be identified and returned quickly.

A uniform promotes a sense of pride, a shared vision and a feeling of belonging.

Behaviour and regulation

At Britannia CP School, we seek to promote a happy, caring and secure learning environment through promotion of positive behaviours and Emotional Coaching. We do this through promotion of the SCARF school values and the Britannia Bee expectations (see below for further information). Every child has the right to learn, and every teacher has the right to teach in a secure and positive environment. All staff are responsible for implementing positive behaviour management and apply the principles of Emotion Coaching throughout the school. This applies to all adults, teaching and non-teaching, who work with or come into contact with the children in the school. If a child displays more challenging behaviours, it is the duty of the school staff to support that child, to help them learn how to regulate and understand appropriate emotions. A consequence may occur if appropriate, but there must also be understanding, education and support for future behaviour.

Britannia Bees is a successful achievement recognition scheme which rewards children for consistently good behaviour. Occasionally it may be necessary to take action for consistently poor behaviour; such as the withdrawal of privileges, focussed encouragement to improve, and discussions with the Key Stage Leader/Headteacher are usually sufficient discipline.

On occasions, it may be necessary to meet formally with parents to discuss aspects of behaviour in school. If this is the case, a clear plan will be put in place to provide further support for the child in school.

Britannia Bee achievement recognition scheme

Be kind and respectful
Be honest and truthful
Be a good listener and learner
Be proud of yourself and your school
Be positive and aim high
Be brave and believe in yourself
Be a true friend

SCARF School Values

- Safety
- Caring
- Achievement
- Resilience
- Friendship

The school has a Behaviour and Regulation Policy which encourages children to be responsible for their own actions. Classrooms rules are established at the beginning of each school year. School rules are few in number but are made for the safety of the children. We ask that parents support us in encouraging children to follow these rules so that school will be a safe and orderly place for children.

The Governors and staff are committed to ensuring children feel happy and comfortable in a safe environment.

Other policies in summary

Complaints procedure

The school takes the welfare and education of its pupils and staff very seriously. If parents feel they need to make a complaint, the school has a comprehensive Complaints Procedure in line with Lancashire County Council's policy. In summary this means:

- All complaints will be dealt with as quickly and efficiently as possible.
- Complaints should be initially lodged informally with the Headteacher.
- Where an informal attempt fails, the Headteacher will supply the complainant with the name of the Clerk to Governors and the LEA Officer, and will provide relevant documents explaining the arrangements for formal complaints. The clerk will subsequently notify the Governors (who are responsible for the school's curriculum) of the nature of the complaint.
- The complainant will be allowed, on request, to make oral representation to the Governing Body.
- If the outcome is still unsatisfactory, the complainant will be informed of the procedures for pursuing the complaint through the LEA.

Child Protection procedure

Because of the day-to-day contact with children, schools are particularly well-placed to observe outward signs of abuse, changes in behaviour or failure to develop.

Parents should be aware, therefore, that when it appears to a member of school staff that a child may have been abused, the school is required, as part of the local Child Protection Procedures, to report their concern to the Social Services Department immediately.

All relevant policies can all be found on the school website by visiting the 'Office' tab and clicking on 'Policies'.



The welfare and education of all our children is paramount to Britannia's core responsibilities and values.

Term dates 2021/22

Autumn term 2021

Re-open	Thursday	2 nd September
Mid-term closure		25 th October to 1 st November (inclusive)
Re-open	Tuesday	2 nd November
End of term (after school)	Friday	17 th December

Spring term 2022

Re-open	Tuesday	4 th January
Mid-term closure		14 th to 21 st February (inclusive)
Re-open	Tuesday	22 nd February
Mid Term closure	Monday	4 th April- 18 th April (inclusive)

Summer term 2022

Re-open	Tuesday	19 th April
May Day closure	Monday	2 nd May
INSET day	Thursday	5 th May
Mid-term closure		30 th May – 6 th June (inclusive)
Re-open	Tuesday	7 th June
End of term (after school)	Thursday	21 st July (INSET day 22 nd July)



Contact us

We hope this Prospectus has given you a good sense of life at Britannia Community Primary School. If you have any questions or queries, or would like to arrange a visit to the school, please call us on 01706 874447.

The latest version of this document is available electronically on the school website. We encourage you to check regularly for updated versions.

The school has an open-door policy and we welcome your input into school life.

We look forward to welcoming you soon.



The information contained in this Prospectus is correct at the date of document completion, but it should be assumed there would be no changes affecting arrangements in some particular matters either:

- a) *Before the start or during the school year in question*
- b) *In relation to subsequent school years.*



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